

CHILD CARE CENTER LICENSING COMMITTEE MEETING MINUTES

10 March 2016
Highland Plaza Building, Auditorium
3760 South Highland Drive
Salt Lake City, UT

Members Present: Naysla Anderson, Genevieve Romero, Dale Smith, Scott Smith, and Deborah Tilley.

Members Excused: Julie H. Shakib, and Becky Lageschulte.

Members Absent: None.

Department of Health and Child Care Licensing Staff Present: Sarah Atherton, Marc E. Babitz, Simon Bolivar, Avis Burrows, Patrice Isabella, Jessica Strout, Kim Rice, and Austin Roy.

WELCOME

Deborah T. welcomed those members of the committee and the public who were in attendance. Meeting commenced at 9:00 a.m.

APPROVAL OF MINUTES

Minutes from the January meeting were approved.

OLD BUSINESS

Follow-up on Assignments

- Joyce:
 - Added the term “pre-service” to definitions in the Interpretation Manual.

NEW BUSINESS

Drinking Water Availability in the Classroom

Currently, there is no rule that requires water to be available in the classroom. Some providers have fountains in the classroom, others allow children to bring water bottles from home with their names labeled on it, and others provide water at snack and meal times; there are many ways in which children have access to water, but none of them are required in rule. The committee

discussed the possibility of creating rule to require that water be made available to children at all times, both indoors and outdoors.

- Sarah Atherton, Licensor, commented that she seldom sees water available in classrooms when she does inspections.
- Deborah T. said that she has fountains in each of her facilities classrooms. In addition to this they serve beverages to the children 3 separate times throughout the day. Deborah commented that paper cups in the long run is high cost for centers, and regular washable cups are difficult to keep clean all the time. In the summer her facility allows the children to carry water bottles.
- Scott S. said that elementary schools have water bubblers in the classrooms, and suggested this as a possible solution. A member of the audience commented that this would likely be too expensive to require of all providers.
- Dr. Babitz asked why the committee is looking at this topic, if there was really a need for more rules.
- Teresa Isabella commented that a 22 pound child requires 1 liter of water per day, and that she feels it is a child's right to have access to water since it is essential for the body to function properly.
- Genevieve R. described her facility with only 1 fountain indoors and 3 outdoors. In the rooms with no easy access to water, children use water bottles.
- Naysla A. mentioned that water does not just come from drinks but can come from food too (i.e. fruits), and she thinks it is too costly to install fountains in every room.
- The committee concluded that since there is not currently a problem with children not getting enough water, and there have not been any incidents related to this issue, that they would table this discussion and if it becomes a problem they will revisit the topic at a later date. The committee felt that there is no need to create more rules if they are not needed.

Double Documentation for Infant Bottles

After much discussion it was determined that there is no rule requiring double documentation of infant bottles. The only requirements are that centers keep a record of the date and times of preparation of infant bottles, and that each bottle be labeled with the child's name. There was confusion with regards to this rule, and some thought that centers were required to put the date and time on each bottle; however, this is not required anywhere in rule.

Inspection Process for Locked Offices

Current CCL protocol requires every locked door in a facility to be opened at the time of inspection. During an inspection a licensor will peek into each locked room to look for children and/or illegal items. The committee discussed the pros and cons of the inspection process for locked rooms and the reasoning behind the practice.

- Deborah T. commented that she has a small office in her facility where personal documents and confidential information is kept. In the past she has had bad experiences dealing with dishonest staff. Deborah feels it is risky to give staff members access to her office due to all the sensitive materials she has in there, and if someone were to access her personal and confidential documents it could jeopardize the well-being of her business. Deborah is seeking a solution in which access to her office can be limited and where she will not be required to give access to her staff.

- Pat Marino commented that he has an office in the upstairs portion of his facility, and that he feels that it is no one's business what goes on in his office.
- Naysla A. said that the reason why this process is in place is because there have been instances in the past where children were found hidden in locked rooms.
- Simon Bolivar shared an experience he had during an inspection with a home provider who was hiding a child and a dog in a locked room. The child was with the dog to try and keep the animal quite; the dog did not have current immunizations.
- Deborah commented that she is okay with opening her locked office during an announced inspection, but she is not comfortable leaving keys with a staff member, while she is out of town or on vacation, for a possible unannounced inspection.
- Genevieve R. said that she believes licensing needs access to every room, it is too risky otherwise.
- Scott S. mentioned that there are ways to keep items locked up in an unlocked room. He works in a building that is one big open space, and employees use locked cabinets and safes to keep sensitive items secure.
- Dr. Babitz said there are alternative ways in which licensors could see inside a locked room without having to unlock or open the room, such as: cameras, peepholes, windows, etc. If CCL can see inside the room, then there is no need to open it.
- Dale S. proposed that there could be a different set of rules for unannounced inspections which would allow for rooms to remain locked.
- Deborah T. motioned to table this discussion for a future date, motion approved. No decision was made.

R381-100-11(3) Allowed Number of Infants

Deborah T. proposed that centers have a similar rule to homes regarding allowed number of infants; she proposed that if there are only 6 children in a facility that the provider be allowed to have up to 3 infants.

- Committee voted to approve a 3 and 3 exception (when there are only 6 children in a facility 3 can be infants, and the other 3 can be older children) and motion was approved by the committee, with Dale S. abstaining. Exception to be added to the Interpretation Manual.

Public Comments Received

- Emergency Disaster Plan
 - This comment was not related to the proposed rule changes; will be discussed during an upcoming meeting.
- Required training and age for helpers
 - This comment was not related to the proposed rule changes; will be sent to the CCL Training Specialists to give an answer.
- R430-90-10(2)
 - It was clarified that emergency substitutes will not be required to have the certificates required of other caregivers.
- R381-100-8(12)
 - Requirements are not being deleted, and are still a part of the required written policies and procedures.
- R381-60-7

- The interpretation manual is being update to read: "...for new providers, pre-service training must be done no longer than six months prior to becoming licensed. For new staff pre-service orientation will be defined as at least 2.5 hours of training that covers the required health and safety topics and that occurs within the first 10 days of the hiring date or prior to taking on unsupervised caregiving duties".

AGENCY AND COMMITTEE REPORTS

Care About Childcare – Karrie Phillips

- The CAC website now has a new link for CCPDI training (see website for further details).
- Baby Steps grant will soon be open for applications. In order to qualify applicants must attend orientation in April.
- The new CAC website is almost ready and will soon be certified. Also, the website will be ADA accessible.

Child Care Licensing – Simon Bolivar

- Starting July 1, 2016, CCL will be running all fingerprints as Next Generation (next gen) Background Screenings. All providers who receive CCDF funding will be required to have next generation background screenings by September 2017. The next gen screening fee is set at \$52.75.

PUBLIC COMMENT

None

ASSIGNMENTS

None

ADJOURNMENT

Deborah T. adjourned the meeting at 11:15 a.m.

UPCOMING SCHEDULE 2016

May 12, 2016
July 14, 2016
September 8, 2016
November 10, 2016

Highland Plaza Building
3760 S. Highland Dr.
Salt Lake City, UT
3rd Floor Auditorium
9:00 a.m. to 11:00 a.m.

Anyone with a disability requiring accommodations to attend or fully participate in this program should contact Austin Roy at (801) 273-2904 or via email at aroy@utah.gov to request reasonable accommodations.